

(6) The Board shall perform such other duties as may be necessary to accomplish the purposes of this Order.

(b) **“Statement of Economic Interest” Review and Evaluation**

(1) The Board shall review all Statements of Economic Interest (hereinafter “Statements” or “SEI”) filed by prospective or actual Public Officials to evaluate whether:

- (a) the Statements conform with the terms of this Order;
- (b) the Statements comply with the Board's forms, policies, and procedures; and
- (c) the financial, familial, and personal interests and other information reported reveals an actual or potential conflict of interest.

(2) The Board shall submit a written evaluation of each Statement to the following:

- (a) the Public Official who submitted the Statement;
- (b) the chair of each covered board on which the Public Official serves;
- (c) the Governor for gubernatorial appointees and employees in the Office of the Governor; and
- (d) the appointing or hiring authority for those Public Officials subject to this Order.

The Board shall make every reasonable effort to evaluate Statements filed by actual or prospective Public Officials as promptly as possible. The Board may not accept and shall not evaluate Statements voluntarily or inadvertently submitted by those who are not Public Officials covered under this Order, including, without limitation, appointees to advisory boards or employees or appointees in other branches of State government.

(c) **Complaints Against Public Officials**

(1) The Board shall investigate legitimate, properly-filed complaints against covered Public Officials according to rules or regulations it may adopt for that purpose. The Board may not investigate and shall not accept complaints filed against employees or appointees who do not come under its jurisdiction pursuant to this Order. Any person may file a complaint with the Board regarding actions of any Public Official covered by this Order which constitute a violation of the Order. A complaint shall include:

- (a) the name, address, and telephone number of the individual filing the complaint (“the complainant”);
- (b) the name and job title or appointive position of the Public Official against whom the complaint is filed; and